

**NATIONAL POLAR-ORBITING
OPERATIONAL ENVIRONMENTAL
SATELLITE SYSTEM
(NPOESS)**

**SENIOR USERS ADVISORY GROUP
(SUAG)
CHARTER**

1 Jul 96

CHARTER OF THE SENIOR USERS ADVISORY GROUP (SUAG) FOR THE NATIONAL POLAR-ORBITING OPERATIONAL ENVIRONMENTAL SATELLITE SYSTEM (NPOESS)

This document constitutes the charter of the SUAG, including organization, roles and responsibilities among the Department of Commerce (DOC), the Department of Defense (DoD), and the National Aeronautics and Space Administration (NASA), hereafter referred to as "the agencies," and is intended to expand on the Memorandum of Agreement (MOA) amongst those agencies for the NPOESS. This charter defines the authority and responsibility of the SUAG and its participation in the NPOESS requirements validation process and in no way conflicts with direction provided either in Presidential Decision Directive (NSTC-2, 5 May 1994), or the White House Office of Science and Technology Policy's "Implementation Plan for a Converged Polar-orbiting Environmental Satellite System (NPOESS)," dated 2 May 1994.

I. ORGANIZATION

The SUAG will be independent of the Integrated Program Office (IPO) and will represent the primary United States Government (USG) users of NPOESS data. Minimum membership will be composed of the National Oceanic and Atmospheric Administration (NOAA) Assistant Administrator for Weather Services (NOAA/NWS), the NOAA Assistant Administrator for Satellite and Information Services (NOAA/NESDIS), the Air Force Director of Weather (HQ USAF/XOW), the Oceanographer of the Navy (CNO/N096), and the Air Force Space Command Director of Operations (HQ AFSPC/DO), or their representative. The Director for Force Structure, Resources, and Assessments (J-8) will participate in all SUAG meetings relating to the selection and adjudication of IORD requirements. The NASA Office of Mission to Planet Earth (MTPE) Science Division Director will participate only when NASA research instruments are used to meet NPOESS operational requirements.

II. ROLES AND RESPONSIBILITIES

The SUAG will be composed of NOAA/NASA Senior Executive Service (SES) civilians and DoD flag/general officers who will review, adjudicate, approve, and release the final IORD for each agency's higher headquarters internal review process, as well as approve the IORD for release to the Joint Agency Council (JARC). SUAG members will:

A. Advise the IPO System Program Director (SPD) on the needs of the user community and on program decisions related to satisfaction of IORD requirements.

B. Review the IORD environmental requirements submitted by the Joint Agency Requirements Group (JARG) and recommend a set of requirements for agency validation and subsequent Joint Agency Requirements Council (JARC) approval.

C. Review and recommend the common versus agency-unique requirements.

D. Be the primary decision point for all NPOESS operational requirements and will act as the formal liaison between the IPO and the JARC. As such, they will verify and validate any unresolved requirement issues that need to be presented to the JARC for resolution.

E. Appoint a Chairman. The SUAG will be chaired on a rotating (biennial) basis between DOC and DoD. A single agency will not chair both the SUAG and the JARC at the same time.

--The Chair will appoint an executive secretary.

--The Chair will convene meetings as deemed necessary and at the request of any of the SUAG members. When circumstances allow, the executive secretary will ensure all participants are notified of upcoming meetings with at least 30 days notice. Hosting of the meetings will rotate amongst the SUAG members.

F. Review the results of the Cost, Operational Benefit, and Requirements Analysis (COBRA) and other studies in support of NPOESS milestone decisions.

III. THE SUAG'S RELATIONSHIP TO THE IPO USER LIAISONS.

The User Liaisons are service/agency representatives who are responsible for representing the interests of the civil and military users of the NPOESS, acting as the direct interface between the IPO and the SUAG, JARG and JARC, as required.

The User Liaisons will promote close coordination between NPOESS acquisition, technology transition and operations offices, and the operational users of the NPOESS by;

- A. Representing the IPO for all user-hosted functions.
- B. Providing day-to-day customer relations support.
- C. Ensuring user-defined requirements are properly reflected in NPOESS related documentation.
- D. Advising the JARG on technical, cost and programmatic issues.
- E. Providing consultative support to the various NPOESS offices for clarification and evaluation of user-defined operational requirements.
- F. Participating in all User Operational Benefit Analyses.

IV. EFFECTIVE DATE/AMENDMENT/TERMINATION

This charter shall become effective when it has been signed by the all members of the SUAG. A review of the SUAG charter will be accomplished biennially or as deemed necessary by the members. This charter may be amended or terminated at any time by the mutual written consent of the parties hereto.



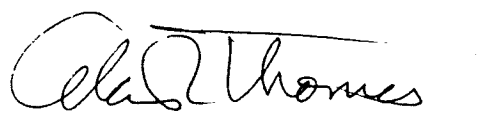
Air Force Director of Weather




Assistant Administrator for
Weather Services



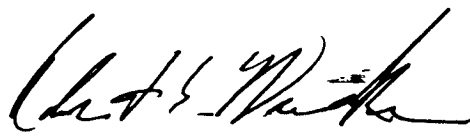
Director of Operations
Air Force Space Command



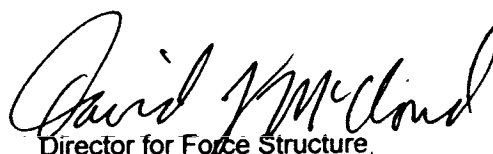
Assistant Administrator for
Oceans and Atmospheric Research




Oceanographer of the Navy



Assistant Administrator for
Satellite and Information Service



Director for Force Structure,
Resources, and Assessments (J-8)



Director Science Division
Office of the Mission to Planet Earth